

**CONFIDENTIAL**

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USIB-D-39. 5/1  
10 November 1959  
Final

UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

Subject: Policy on Citing Another Agency's Report

The attached policy statement on the above subject, approved by the United States Intelligence Board on 10 November, is forwarded for information and appropriate implementation.



Executive Secretary

25X11

Attachment

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Attachment to  
USIB-D-39.5/1  
10 November 1959

Citation of Another Agency's Report

The purpose of this policy is to facilitate identification and retrieval of referenced reports by or on behalf of cleared U. S. personnel who need to see the full text.

Whenever it is appropriate and otherwise permissible in a positive intelligence information report of any USIB agency to make reference to a specific positive intelligence information report of another USIB agency, the latter report should be cited by precisely identifying data rather than by vague allusion to "a report from another agency" or similar language.

An information report bearing special restrictions on dissemination within the intelligence community (beyond that imposed by the security classification and the need-to-know-principle), will not be referenced without the permission of the originator, unless the information report in which it is referenced bears equivalent restrictions on dissemination.

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USIB-D-39.5/1  
23 October 1959

UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT : Policy on Citing Another Agency's Report

1. The attached policy statement was drafted by the USIB Committee on Documentation for Board consideration and approval.

2. This matter will be placed on the agenda for an early Board meeting, probably that of 10 November.



25X1

Colonel, USAF  
Deputy Executive Secretary

Attachment

Approved by USIB on 10 November 1959, USIB-M-65, 10 Nov 59, Item 6

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Approved For Release 2006/10/17 : CIA-RDP82M00097R001400050024-5

Attachment  
USIB-D-39.5/1  
20 October 1959

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UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

MEMORANDUM FOR: The Chairman  
United States Intelligence Board

SUBJECT : Policy on Citing Another Agency's Report

1. The USIB Committee on Documentation has looked into the problem of citing reports. The frequently vague allusions to be found in one report when making reference to another now creates inordinate delays in locating needed references.

2. The Committee has therefore drafted a policy statement pursuant to its responsibilities for promoting means for making optimal use of information of intelligence value and for recommending policy to the Intelligence Board in the field of documentation (DCID 1/4, paras. 2 and 3 a).

3. Recommendation

That the USIB approve the attached policy statement and urge its widespread implementation within the intelligence community.

S/ Paul A. Borel  
Chairman  
Committee on Documentation

19 October 1959

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